

# **SHIRE OF MT MARSHALL**



## **Local Emergency Management Committee**

**Minutes of the Mt Marshall Local Emergency  
Management Committee meeting held in Council  
Chambers, 80 Monger St, Bencubbin on Tuesday 10  
November 2020,  
commencing at 4.00pm.**

Attachment 11.1.1

---

Cr ARC Sachse      Chairman

This page has  
been left blank intentionally

---

# **DISCLAIMER**

## **MEMBERS OF THE PUBLIC ARE REQUESTED TO READ THROUGH AND FAMILIARISE THEMSELVES WITH THE DISCLAIMER**

No responsibility whatsoever is implied or accepted by the Shire of Mt Marshall for any act, omission or statement or intimation occurring during Council or Committee meetings. The Shire of Mt Marshall disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings. Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a license, any statement or intimation of approval made by a member or officer of the Shire of Mt Marshall during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Mt Marshall. The Shire of Mt Marshall warns that anyone who has an application lodged with the Shire of Mt Marshall must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Mt Marshall in respect of the application.

**Minutes of the Mt Marshall Local Emergency Management Committee Meeting**  
**held on Tuesday 10<sup>th</sup> November 2020**

**TABLE OF CONTENTS**

- 1. Declaration of Opening**
- 2. Record of Attendance/Apologies/Approved Leave of Absence**
- 3. Confirmation of Minutes of Previous Meetings**
  - 3.1 Minutes of the Mt Marshall Local Emergency Management Committee Meeting held on Tuesday 11 August 2020.**
- 4. Reports of Officers**
- 5. Other Reports**
- 6. General Business**
- 7. New Business of an Urgent Nature Introduced by Decision of the Meeting**
- 8. Next Meeting – Tuesday 16 February 2021, commencing at 4.00pm**
- 9. Meeting Closure**

**Minutes of the Mt Marshall Local Emergency Management Committee Meeting  
held on Tuesday 10<sup>th</sup> November 2020**

**1.0 Declaration of Opening / Announcement of Visitors**

Cr Sachse welcomed committee members to the meeting and declared the meeting open at 4.00pm.

**2.0 Record of Attendance / Apologies**

**In Attendance**

Cr Anthony Sachse	Shire President/Chair
Mr John Nuttall	Chief Executive Officer
Miss Rebecca Watson	Community Development Officer
Mr Peter Geraghty	SJA Co-ordinator Kununoppin SC
Ms Sue Scully	Bencubbin Silver Chain RAN
Miss Meg Wyatt	Regulatory Officer
Mr Damian Tomas	Chief Bushfire Control Officer

**Apologies**

Ms Jo Spadaccini	DESO – Dept of Communities
Mr Craig Lewington	Principal – Beacon PS
Mrs Leah Boehme	Principal – Bencubbin PS
Mrs Yvette Grigg	DEM Advisor DFES
Mr Noel Miguel	Captain Beacon VESU
Cr Ian Sanders	Councillor
Ms Karen Horsley	Operations Manager East WACHS
A/Sgt Robert Duffey	Acting Deputy Chair / WAPOL
Ms Sandra Sutton	Beacon Silver Chain RAN
Mr Scott Rastall	SJA Community Paramedic
Sgt David Johnstone	Deputy Chair/WAPOL

**3.0 Confirmation of Minutes**

**3.1 Minutes of the Mt Marshall Local Emergency Management Committee Meeting held Tuesday 11 August 2020 be confirmed as a true and correct record of proceedings**

**LEMC2020/004 OFFICER RECOMMENDATION / COMMITTEE DECISION:**

***That the minutes of the Mt Marshall Local Emergency Management Committee meeting held on Tuesday 11<sup>th</sup> August 2020 be confirmed as a true and correct record of proceedings.***

***Moved: Mr D Tomas***

***Seconded: Mr P Geraghty***

***Carried 7/0***

## **4.0 Reports of Officers**

### **4.1 Regulatory Officer**

#### **4.1.2 Information for the Committee**

##### **LEMC Chairperson Report**

The North Eastern Regional Organisation of Councils held an exercise in Trayning on Wednesday, 28<sup>th</sup> October 2020. The exercise was run by Yvette Grigg, District Emergency Management Advisor, Wheatbelt and Goldfields-Esperance Districts. The overall attendance from multiple agencies was excellent. Members of the Mt Marshall LEMC attending included Bencubbin Police, Bencubbin Primary School and Shire representatives. The theory and desktop exercise were very interactive and of high value.

The Department of Communities has sent out an eDoc relating to COVID-19 – Welfare Centre Guidelines (Oct 2020). The Operational Area Support Group (OASG) recommends discussion on Evacuation Centres relating to COVID-19 precautions before a response team from the DoCs arrives.

Please also note that if there are people self-isolating due COVID-19, and they need to leave due to Advice, Watch and Act or an Emergency Warning, then they should travel to a safe place (preferably a relative's residence), and contact WA Police.

Gianni Colango, SOCMET Meteorologist from the BOM, recently gave an overview at the Wheatbelt DEMC. There is currently an average maximum temperature outlook (very high last year), and a higher than normal rainfall outlook. Tropical low-pressure systems can be highly variable in both intensity and geographical terms. The lows associated with the 2016/17 La Nina were very significant. There is currently a La Nina in place, but this is tempered a little with a neutral Indian Ocean Dipole. Nonetheless a single intense system has the potential for widespread damage.

The Shire of Mt Marshall in combination with the Volunteer Association of Bush Fire Brigades, held a Bush Fire Service medal presentation on Tuesday, 20<sup>th</sup> October, 2020. The event was very successful and recognized the contribution of brigade volunteers over many years.

The Shire of Mt Marshall held a retirement function for past Regulatory Officer, Jack Walker on Thursday, 29<sup>th</sup> October 2020. We are very thankful for Jack's 38 years of service and wish him well in retirement.

We also look forward to working with Meg Wyatt in her new role as Regulatory Officer.

## **5.0 Other Reports**

### **5.1 Chief Bush Fire Control Officer**

There have been 2 harvest bans in place so far this fire season. When the harvest ban was imposed on 9<sup>th</sup> November 2020 there was confusion as to why the ban was imposed. Despite the mild temperature, the wind speed readings were excessive of 40km/h.

There is a new app that has been designed by David Gossage called Fire Mapper. This app helps with logging as you can enter all details into the app and shows where people are in the case of a bushfire. This is run through bushfire volunteers not DFES and if we are wanting to get it up and running, David will come out and help to go through the setup up. Regulatory Officer to look at dates to do this.

### **5.2 St John Ambulance Services**

The first fly out from the Beacon airstrip occurred. The operation went fine however the pilot couldn't turn the airstrip lights on remotely meaning they had to be turned on manually. This has now been rectified. Maintenance may need to be done more regularly on the solar panels. For one of the parking pads at the airstrip the markers are too close making it difficult for the planes to turn. The pilot also explained that the cones were too close, however these were installed according to specifications. Chief Executive Officer will speak to AMS with the feedback regarding the airstrip.

Operations have been busy and with the scenarios that have occurred lately our volunteers are being looked after and given support.

The relief paramedic is here until December.

### **5.3 Department of Fire & Emergency Services**

Nil

#### **5.3.1 Bushfire**

Nil

#### **5.3.2 Emergency Management**

##### **Wheatbelt District EM Advisor LEMC Report**

##### **October - November 2020**

##### **Royal Commission into National Natural Disaster Arrangements – Report**

The Royal Commission Report was tabled in parliament last week. There are many recommendations within it that will have quite a large impact on local government,

**Minutes of the Mt Marshall Local Emergency Management Committee Meeting  
held on Tuesday 10<sup>th</sup> November 2020**

their LEMCs and the way emergency management is carried out in the state and the nation. Very interesting reading, please see the link as below;

<https://naturaldisaster.royalcommission.gov.au/system/files/2020-11/Royal%20Commission%20into%20National%20Natural%20Disaster%20Arrangements%20-%20Report%20%20%5Baccessible%5D.pdf#page=252>

**Preparations for major emergencies and evacuations through a COVID 19 lens.**

At our recent Wheatbelt Operational Area Support Group (OASG) meeting, the potential impact COVID 19 may have on our response and evacuations was discussed.

The OASG members asked that all local governments review the COVID 19 - Welfare Centre Guidelines as provided by the Dept of Communities and develop local contingencies where they can.

**AWARE funding programme is open.**

The current programme sets out to distribute \$230,000 to local governments via competitive grants to projects that build emergency management capability at the local level.

This may include;

- Furthering the emergency management risk process
- Facilitating capability based exercises
- Reviewing LEMA
- Delivering emergency management training
- Hosting or facilitating emergency management events or forums.

Any applications must be received by no later than midday Friday 11 December 2020.

*Yvette Grigg  
Wheatbelt District EM Advisor*

## **5.4 Department of Communities – Emergency Services Unit**

### **COVID-19 – Welfare Centre Guidelines (Oct 2020)**

**Aim:** To provide guidance to Department of Communities (Communities) staff and other key agencies in managing welfare centres, whilst mitigating COVID-19 risks to the community.

It is acknowledged the ever-changing COVID-19 situation restricts the provision of specific advice however this document provides recommendations and considerations to assist local planning.

To ensure the relevancy and currency of the information contained within this document, review will occur on a continuous basis.

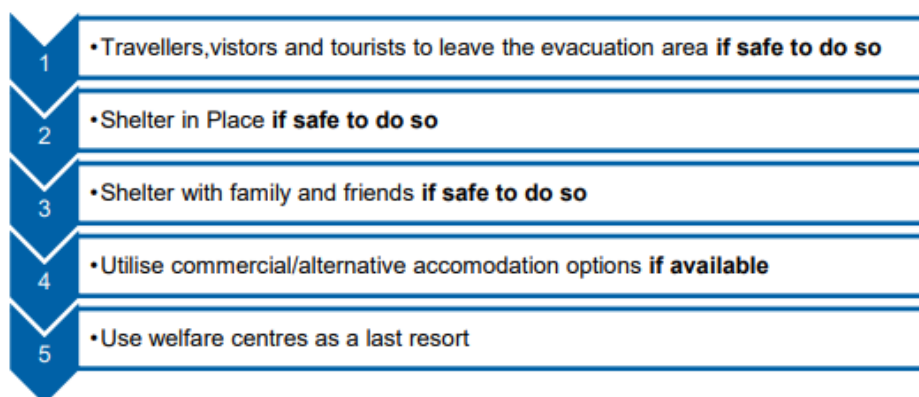
For the purposes of this guide, the term Welfare Centre will refer to both welfare and evacuation centres.



## **Evacuation Planning**

Welfare Centres should be considered as a transit area, with all attendees encouraged to move on to other evacuation/accommodation options where possible.

Under a COVID-19 lens, the recommended approach in an evacuation situation is listed below, however **preservation of life is to always be the priority**:



It is recognised implementing this approach may not be possible in a cyclone event.

## **Locally Driven Response**

Department of Communities District Emergency Service Officer's develop Local Emergency Welfare Plan's (LEWP) in consultation with the Local and District Emergency Management Committee (LEMC/DEMC). These plans outline agreed emergency welfare arrangements in each local government region.

These existing Local Emergency Welfare Plans should be reviewed taking into consideration the general principles and recommendations within this guide, and current Western Australia COVID-19 restrictions. Preparedness is a joint responsibility amongst local agencies, so planning with relevant stakeholders is essential to ensure plans take into account local conditions and region-specific challenges.

To assist in planning the following approaches are recommended:

- Hazard Management Agency (HMA) to provide early advice of any potential evacuation direction to all relevant impacted agencies. This will facilitate the sharing of information and early identification of local COVID-19 risks within the proposed evacuation area
- prioritising the identification of alternate safe accommodation options for people under isolation/quarantine directions • early determination of the level and intensity of infection control measures to be implemented within the welfare centre, based on the current Western Australia COVID-19 restrictions and phasing.

## **HMA messaging to cover the following:**

- Emergency evacuation advice overrides COVID-19 isolation/quarantine directions
- People under an isolation/quarantine direction are to find alternative accommodation with family or friends who live away from the area.
  - If alternative options are unavailable and they need to attend a welfare centre, continue to follow COVID-19 precautions, maintain appropriate

**Minutes of the Mt Marshall Local Emergency Management Committee Meeting**  
**held on Tuesday 10<sup>th</sup> November 2020**

physical distancing, wear a mask, and identify themselves immediately on arrival.

- When safe to do so, telephone WA Police on 131 444 to advise whereabouts
- Provide advice to the public regarding self-sufficiency of medication/scripts, specific food requirements, hygiene supplies and general COVID-19 precautions if needing to attend a welfare centre.

### **Welfare Centre Planning**

It is suggested existing **Local Emergency Welfare plans** are reviewed by relevant stakeholders, with re-evaluation of current identified facilities, using a COVID-19 lens. Consider the following:

- maximum capacity of each facility and physical distancing requirements. Refer to facility Local Government 'COVID Safety Plan' for maximum numbers. If it appears capacity will be exceeded during an event this must be escalated to the Incident Controller.
- which facilities have capacity to allow the isolation/segregation of individuals/groups
- the layouts of facilities to identify separate entry and exit points
- the use of partitions/barriers if available/where possible
- identifying what/any alternate evacuation accommodation options may be available for individuals who are considered a COVID-19 risk.
- can other regions/towns in the area be used to move on/accommodate people
- welfare centre staffing levels required to ensure infection control tasks are performed.
- Local Government to consider utilising their existing COVID-19 risk management arrangements until the arrival of Communities staff

### **General Infection Control measures**

In consideration of the heightened sanitation and hygiene needs of COVID-19, consider the following:

- signage and barriers erected throughout the welfare centre displaying current physical distancing requirements
- signage and posters on appropriate hand washing techniques upon entry and throughout the shelter/centre as well as appropriate techniques for PPE/masks
- a dedicated welfare centre officer responsible of ensuring all recommended infection control measures are in place and maintained
- development of a cleaning schedule posted within the centre
- a contract cleaner arrangement with the owner of the facility – generally the Local Government
- utilise single use disposable items such as bedding, eating/drinking utensils etc where possible
- appropriate waste disposal/laundry processes in place.

### **PPE requirements in the Centre**

PPE supplies must be available within Welfare Centres including:

- Surgical style masks
- Gloves

**Minutes of the Mt Marshall Local Emergency Management Committee Meeting**  
**held on Tuesday 10<sup>th</sup> November 2020**

- Aprons/gowns
- Face shields/safety glasses

PPE is to be single use, disposable and kept in a secure location. Use will be dependent on risk to the community at the time of the event and in line with health advice.

See Addendum: Infection Prevention and Control in a Welfare Centre for further information and considerations.

### **Welfare Centre Operations**

#### **Arrival at the Centre**

The level of screening and requirement to obtain the contact details of people attending an evacuation centre will be dependent on the current Western Australia COVID-19 restrictions and health advice.

The normal Register.Find.Reunite process will be available for all evacuees. This may be compulsory prior to entering a welfare centre if the risk level is such that contact tracing is required. A contact phone number will need to be provided.

Communities may consult with the relevant local health agency to determine what resources are available to assist if health screening needs to occur. If minimal warning is received prior to the opening of a welfare centre, it is acknowledged that appropriately qualified staff may not be available to support a full health screening process.

#### **Screening and Registration considerations as/if required:**

- As a precaution PPE is to be worn by those undertaking registration/screening. Suggested minimum requirements are a mask and safety glasses.
- Encourage self-registration online via the Register.Find.Reunite website with evacuees utilising their own electronic devices.
- A separate greeting area to allow those who may be a COVID-19 risk to identify themselves early.
- Single direction of pedestrian flow and queue management should be enforced through signage, floor markings and bollards/ropes.
- Immediate access to hand sanitiser
- Minimise contact with anyone who answers “yes” to any of the screening questions.
- Avoiding sharing of writing implements and minimise document handling – utilise hand sanitiser if unavoidable.

The following questions are to be asked as the **minimum screening requirements** before allowing an individual to enter a welfare centre:

- Are you currently under isolation/quarantine direction?
- Have you returned from overseas or interstate (and if so, where?) in the past 14 days?
- Do you have any symptoms of respiratory illness with or without fever; or cold and flu-like symptoms?
- Have you been in close contact with a confirmed COVID-19 case in the past 14 days?

**Minutes of the Mt Marshall Local Emergency Management Committee Meeting**  
**held on Tuesday 10<sup>th</sup> November 2020**

If the individual refuses to be screened, that individual should be treated as ill and be placed in an isolated location.

As part of the screening process advise evacuees that if they become symptomatic during their stay, to advise staff immediately. If this occurs, it is suggested welfare centre staff isolate the individual and consult with local health authorities as a matter of priority.

**Evacuees requiring Isolation**

It is suggested that individuals under isolation/quarantine directions, or who have answered 'yes' to any of the screening questions, or individuals who have refused to be screened, are to wear a mask at all times and change it as it becomes moist, in line with infection control best practice.

- Individuals under an isolation/quarantine direction should be moved on as soon as practicable to another safe location, including to paid accommodation, where they can maintain their isolation.
- If this is not possible, identify the most suitable strategies to manage the isolation of these individuals within the welfare centre, for example; utilising a separate room or space, barriers, physical distancing etc.
- Where possible, consider specific toilet/ wash facilities for staff/those who have answered "yes" to screening questions. If this is not possible, extra cleaning is to occur.

**General population**

Welfare centres operations are to align with government restrictions, health advice and the level of community COVID-19 risk at the time of an event. The following strategies may be required:

- Families to remain in segregated groups and to not move from sleeping area unless using bathroom facilities.
- Human-social support and entertainment activities to be made available to each segregated group in location
- If family segregation areas are not possible, separate evacuees into larger groups and maintain segregation of groups
- Food should be delivered to areas allocated to each group/family

**Community meetings**

The HMA may utilise welfare centres for community meetings, in line with the current level of COVID-19 restrictions. Where restrictions prevent utilisation of the welfare centre, alternate arrangements will need to be made.

**Addendum**

**Infection Prevention and Control in a Welfare Centre**

A dedicated welfare centre officer will have the responsibility of ensuring all recommended infection control measures are in place and maintained. This officer may be a Communities or Local Government staff member.

The following table lists infection control considerations. The level of implementation to be in line with current health advice. Local planning will assist in identifying where responsibility will sit.

**Minutes of the Mt Marshall Local Emergency Management Committee Meeting  
held on Tuesday 10<sup>th</sup> November 2020**

Further information is available at: <https://healthywa.wa.gov.au/coronavirus>

Practice	Consideration	Responsibility
<b>Hand Hygiene</b>	<ul style="list-style-type: none"> <li>60-80% alcohol-based hand sanitiser should be available at entry and exit points, high touch areas, toilet areas and eating areas.</li> <li>Hand sanitiser should be secured to prevent theft or ingestion</li> <li>Hand washing facilities should have running water, soap, paper hand towels and a rubbish bin.</li> <li>Consider the stock levels required in relation to the number of evacuees the centre can hold</li> <li>Consider signage/pictures throughout the centre to encourage effective hand hygiene</li> </ul>	
<b>Physical Distancing</b>	<ul style="list-style-type: none"> <li>Consider how many evacuees the centre can hold as per the current directions for physical distancing.</li> <li>Signage, barriers, notices, pictures, announcements and staff may be required to encourage physical distancing.</li> <li>Physical distancing should be considered in all areas of the welfare centre. Use of laundry, entertainment and meal areas may need to be staggered to avoid overcrowding.</li> <li>Physical distancing should also be observed for all staff at all times, including break times.</li> </ul>	
<b>Food Safety</b>	<ul style="list-style-type: none"> <li>Meals may be delivered to individuals or families to reduce the number of people using the meals area.</li> <li>The kitchen and meals area should have increased cleaning</li> <li>A staggered rostered approach may be considered to ensure these areas do not become overcrowded</li> <li>Consider disposable plates and cutlery. If these are not available, washing dishes through the dishwasher is preferred. Otherwise, dishes and cutlery should be washed in hot soapy water, rinsed, dried and stored dry. Consider allocating plates and cutlery to evacuees to reduce sharing of items.</li> </ul>	
<b>PPE</b>	<ul style="list-style-type: none"> <li>Personal protective equipment may be needed at the welfare centre.</li> </ul>	

**Minutes of the Mt Marshall Local Emergency Management Committee Meeting  
held on Tuesday 10<sup>th</sup> November 2020**

Practice	Consideration	Responsibility
	<ul style="list-style-type: none"> <li>Consider PPE needs for the following situation:                             <ul style="list-style-type: none"> <li>Staff performing health/general screening/registration on arrival to the welfare centre to utilise PPE as per current health advice – suggested minimum requirements are mask and safety glasses.</li> <li>Evacuees that are under isolations orders should wear a surgical mask as much as possible</li> </ul> </li> <li>In the event of community transmission of COVID, all evacuees may be required to wear some sort of mask. Surgical masks are preferred.</li> </ul>	
<b>Cleaning</b>	<ul style="list-style-type: none"> <li>A cleaning schedule is required with increased frequency of cleaning high touch areas outlined. High touch areas include light fittings, door handles, doors, railings, desks, chairs, tables, benches, bathrooms.</li> <li>A dedicated staff member should be allocated to ensure cleaning is achieved and managed.</li> <li>Cleaning products should have a disinfectant base.</li> <li>As there is the need for increased frequency of cleaning, ensure the cleaning product does not leave a residue that may cause irritations to the evacuees in the centre.</li> <li>Spray products are not recommended as they disturb particles on surfaces, may not give an even coverage of product and may cause lung irritations. If the only products available are spray products, spray into a cloth/paper towel to minimise aerosol distribution of the product and then wipe the area to be cleaned.</li> </ul>	
<b>Waste Management</b>	<ul style="list-style-type: none"> <li>Ensure there are adequate waste disposal bins.</li> <li>Consider hands free bins so there is minimal contact with the bin</li> <li>Anyone handling waste must have access to hand hygiene facilities to perform hand hygiene immediately after handling/removing rubbish. Consider signage near the bins to encourage this.</li> <li>Waste should be emptied regularly. Bags should be tied off completely prior to removal.</li> </ul>	
<b>Managing unwell evacuees/staff</b>	<ul style="list-style-type: none"> <li>Consider having a plan in place outlining how to manage evacuees or staff who fall ill whilst in a welfare centre. This may include a separate accommodation area, dedicated staff member with clinical experience or further evacuation.</li> </ul>	
<b>Laundry Management</b>	<ul style="list-style-type: none"> <li>If linen/bedding/towels are provided to evacuees, consider how this will be managed. Clean and dirty items should be stored separately. Where will linen bags be kept for the return of dirty linen and who will remove these from the area.</li> <li>If there are laundry facilities at the welfare centre, consider how these will be managed to ensure there is not overcrowding. Staggered rosters for using laundry facilities may be considered. Hand hygiene facilities should be available in the laundry area</li> </ul>	

## **5.5 Bencubbin Police**

Nil

## **5.6 Acting Operations Manager Eastern WACHS**

A reminder to not become complacent with the border changes is important:

- Reminding the public to wash their hands regularly and/or use hand sanitiser.
- Maintain their distance when in public.
- Use the cough etiquette (coughing into elbow or tissue).
- Stay away from work when unwell and seek medical treatment.

## **5.7 Silver Chain Nursing Association**

With the opening of borders on 14<sup>th</sup> November 2020 more PPE will be available to nursing staff. All medical centres are preparing for an influx of people with flu-like symptoms. The doors to the clinic remain closed and locked except for the afternoons the Doctor is here and all community members are encouraged to call before attending the clinic. The Beacon clinic will be closed for the normal Christmas break and adverts will be put out for the community.

## **5.8 Education Department**

Nil

## **5.9 Community Development**

Community Development Officer has been working with a contact from WACHS Wheatbelt Mental Health Service and a Suicide Prevention Coordinator from Wheatbelt Community Alcohol & Drug Service who deliver several programs to families, individuals and communities affected by suicide after a local incident. The Shire is taking direction from them regarding how we can best help our community. They have offered support to the community including ambulance drivers, police officers, community members, workplaces, community groups and clubs and anyone who has been affected in general. If anyone here today needs support or knows anyone that may need some support, please contact me and I can organise some resources or referrals.

At this point in time the normal Christmas and Australia day events are going to be held throughout December and January within the stage 4 COVID restrictions or Stage 5 if we have reached that stage by the time the events are held.

## **5.10 Beacon Volunteer Emergency Services Brigade**

Nil

**Minutes of the Mt Marshall Local Emergency Management Committee Meeting  
held on Tuesday 10<sup>th</sup> November 2020**

**6.0 General Business**

Nil

**7.0 New Business of an Urgent Nature Introduced by Decision of the Meeting**

Nil

**8.0 Next Meeting – Tuesday 16 February 2021 commencing at 4.00pm in  
Council Chambers, 80 Monger Street, Bencubbin**

**9.0 Closure of Meeting**

There being no further business the meeting closed at 5.00pm

**These Minutes were confirmed at the Local Emergency Management Committee Meeting held on Tuesday 16 February 2020.**

---

Date

---

Cr ARC Sachse

---

Chair





## Our Shire – A Brief History

The Shire of Mt Marshall comprises an area of 10,134 km<sup>2</sup> and is located within the north eastern wheatbelt area of Western Australia. Some general statistics for the year ending 30 June 2016 were -

<i>Area (km<sup>2</sup>)</i>	<i>10,134</i>
<i>Population (2016 census)</i>	<i>527</i>
<i>Km Roads</i>	<i>Unsealed 1,440</i>
<i>Km Roads</i>	<i>Sealed 307</i>
<i>Townsites</i>	<i>2</i>
<i>Centres</i>	<i>Bencubbin, Beacon</i>
<i>Density (Persons/km<sup>2</sup>)</i>	<i>0.052</i>

The Shire is approximately 273 kilometres north east of Perth and has borders with the Shires of Trayning, Koorda, Mukinbudin, Yalgoo, Dalwallinu, Westonia, Yilgarn, Wyalkatchem, Sandstone and Menzies. The area is primarily wheat, coarse grain, cattle and sheep farming district. There are many points of interest all serviced by the two main centres, Bencubbin and Beacon.

In 1836 the Surveyor General Captain John Septimus Roe led a 40 day expedition out into the unknown areas east of the settled districts of the Avon Valley. Mt Marshall and Lake McDermott were named after Captain Marshall McDermott, an early settler to the Swan River Colony. Graziers and people looking to harvest Sandalwood were the first European settlers in the Mt Marshall area. The first grazing lease was taken up in 1868. Sandalwood was taken from the district from the 1880's through to the 1920's. Permanent settlement and development of the land for farms commenced around 1910. Prior to 1923 the area was part of the Ninghan Road District. In June 1923 the Mt Marshall Road District was gazetted.

By 1929 the Waddouring Rock catchment dam opened and water was made available to the townsites of Bencubbin and Gabbin. The estimated population of the district at that time was 2,200 people. Development extended to the northern area of the Shire and in 1930 the railway was extended from Burakin to Bonnie Rock. Beacon and Wialki Primary Schools opened in 1932.

The 1930 depression and a series of drought years during that period resulted in over a hundred farms being forfeited to the Crown. By 1940 the population had dropped to 1,260 in the space of ten years. The 1940-45 war years resulted in very slow growth in the district due to a shortage of labour and the rationing of fuel and other necessary commodities. During the 1950's more farms were developed and the population was 1,000 by 1959. The sheep and grain production increased and there was a decrease in the stigma of the 'marginal' label.

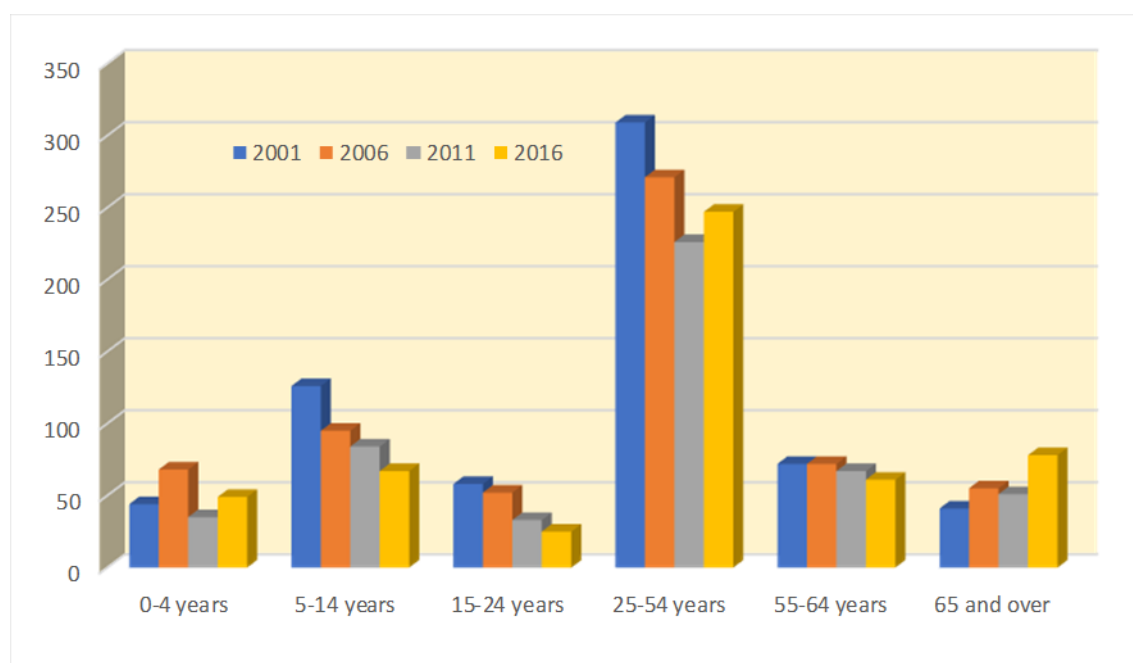
The Road Board became the Mt Marshall Shire Council in 1960 and in the next decade there was considerable expansion in the district. It was in this decade that the district expanded to have machinery dealers, 'A' class fuel depots, new shops, housing and sale yards. In addition the Bencubbin power supply was taken over by the State and Beacon was connected to the Comprehensive Water Scheme while Council took over the provision of power to the Beacon town-site. Wheat quotas and the drought of 1969 saw a drop in the population of approximately 250 as farms and businesses declined.



By 1979 the population was estimated at 1,000. Spiralling interest rates during the 1980's brought about a decline in the farms and businesses in the district. The technological explosion of the last twenty years has enabled remote delivery of services and information, which results in the withdrawal of 'shop fronts' and staff from the district and has a snowball effect on the whole community.

The district has experienced a decline in population over the long term and if this trend continues then further declines can be expected in the services and facilities available to the community. The Shire's population has been in steady decline in the last 15 years, however the 2016 census saw a reversal of this long-term trend.

Population data from the 2016 census shows the district has increased from 496 to 527 (6.25%). Of the 527 people 54.1% were male and 45.9% were female. Aboriginal and/or Torres Strait Islander people made up 1.0% of the population. The median age has risen from 35 to 42 in the last 10 years.



Children aged 0 - 14 years made up 22.1% of the population and people aged 65 years and over made up 14.8% of the population. Some 25.1% of people were attending an educational institution. Of these, 39.7% were in primary school, 8.4% in secondary school and 8.4% in a tertiary or technical institution.

The 2016 census has also provided demographic information by suburb or locality with the localities of Beacon (160 persons), Bencubbin (242 persons) and 125 persons in the surrounding localities.

Previous forecasts by the Australian Bureau of Statistics had forecast a decline in the population for the Shire of Mt Marshall. The 2016 census showed a reversal of previous trends.

## Our Vision

*Build an active, safe and vibrant community with shared social values based on mutual respect and fairness*

We will enhance our community through individual commitment, partnerships and community involvement to enhance our way of life. Our natural assets are valued, protected and enhanced for future generations.

## STRATEGIC COMMUNITY PLAN



Our services and facilities will be provided equitably, efficiently and effectively to enhance the quality of life for all residents.

We will advocate on behalf of our community to position our Shire with key stakeholders that will support our success and growth.

We will be transparent, display good governance and manage our customer service commitments within our resources.

We are determined to be solution focused, proactively seeking innovative partnerships, working collaboratively with stakeholders and industry to enable growth and ensure that our Shire is sustainable.

The following objectives and strategies have been presented under four main categories; Community; Economy; Environment (Built and Natural); Governance and Leadership

### The NEWROC Regional Alliance

The Shire of Mt Marshall is a member of the NEWROC Alliance consisting of 7 Local Governments within the north east wheatbelt. The Mt Marshall Strategic Community Plan compliments the NEWROC Strategic Plan which summarises regional priorities and is available on the Shire web-site.

### Key Statistics for the NEWROC Alliance

Criteria	Dowerin	Koorda	Mt Marshall	Mukinbudin	Nungarin	Trayning	Wyalkatchem
Area (Sq km's)	1867	2662	10,134	3414	1145	1632	1743
Sealed Roads (km)	196	245	307	204	249	181	175
Unsealed Roads (km)	773	840	1440	732	390	594	508
Population	697	414	550	555	240	423	523
No of Dwellings	410	298	350	315	134	255	332
No of Employees	34	19	27	27	10	14	14

# STRATEGIC COMMUNITY PLAN



## How We Developed this Document

Our Strategic Community Plan reinforces our commitment to the people who live, work and visit our shire and to regional co-operation and prosperity. The purpose of this document is to provide a clear purpose and strategic direction for our Shire, and to reinforce our commitment to regional co-operation in order to source the funding and support required to address the regional and local priorities detailed later in this document.

It was developed based on

\_The State Government's Blueprint for the region and other relevant policies, plans and strategies from both the State and Federal Governments.

\_Extensive community engagement on what is important to the people that live within our Shire.

\_Input from Elected Members and Staff based on feedback they have received and their strong desire to deliver positive outcomes for their community.

\_Current partnerships and projects already being delivered.

## Progress Reporting

The Shire of Mt Marshall has adopted a traffic light based Quarterly Update to report progress against the priorities as detailed in the Corporate Business Plan which will be shared via a Council Item. In addition, results are formally communicated to the community annually via the legislated Annual Report

## IPR Reviews

This Strategic Community Plan will be subjected to a minor review in 2022 and a major review requiring extensive community engagement in 2024 as legislated.

In addition, the Corporate Business Plan will be reviewed and updated annually to reflect any changes to the regional or local priorities, the budget and to service levels.

## Summary of Community Engagement

Engagement Group	Date	Venue	Attendees
Beacon Parents	9 Sep 2020	Beacon Sports Complex	5
Beacon Community Forum	8 Sep 2020	Beacon Sports Complex	33
Bencubbin Seniors	8 Sep 2020	Shire Offices	5
Bencubbin Community Forum	9 Sep 2020	Bencubbin Sports Complex	7
Community Survey	31 Aug-21 Sep	On-line	21
Community Survey	31 Aug-21 Sep	Hard Copy	51
Elected Member Forum	9 Sep 2020	Shire Offices	7
<b>Total Reach</b>			<b>129</b>



## Community Feedback

### Strategic Priorities

Community members were asked to rank the following strategic priorities in order of importance to them with the resulting order being.

1. Healthcare Services
2. Telecommunications and Mobile Coverage
3. Business Attraction and Retention
4. Tourism and Events
5. Alternate/Back Up Energy
6. Childcare Services
7. Volunteer Co-ordination & Support
8. Regional Co-operation
9. Regional Waste Facility

### Emerging Issues

The following provides a summary of emerging issues raised by community members based on the community survey and engagement activities conducted. These issues are addressed in the Strategic Priorities on the next page with planned initiatives to address each priority detailed in the Shire Corporate Business Plan.

- Concerns with a shrinking population and the potential impact on this could have on community facilities and services
- Concerns with equity in facilities and services
- The need to source funding for an attraction in Beacon with many residents supporting the concept of a water park.
- The importance of meeting places for residents such as the local shops, ~~sports clubs and country clubs~~
- The importance of retaining current healthcare services within the community
- The importance of day care ~~for working mums~~
- The regular loss of power ~~particularly in the summer months~~ and telecommunications
- The number of communication blackspots particularly in rural areas
- The potential for recreational tourism such as ~~grey nomad~~ cycling tours in spring
- The need to improve the safety of existing footpaths and to expand the footpath network
- The potential to upgrade and expand the capacity of Shire Caravan Parks
- Families leaving the region due to a lack of education opportunities

# STRATEGIC COMMUNITY PLAN



## Community Priorities

Priority	We know we are succeeding when
<b>Community</b>	
Deliver programs and services that engage with the wider community and engender community spirit	People from all walks of life and backgrounds feel motivated to contribute
Support and maintain facilities that connect people, promote a healthy community and are appropriate for residents	Community surveys indicate high satisfaction with the facilities provided by the Shire
Encourage and support volunteers and community groups to grow an active volunteer base that feels valued	Volunteering and participation in community groups is maintained or increases.
<b>Economy</b>	
Work with local business and other stakeholders to attract investment; create jobs and support small business growth	There is an increase in business activity and employment within the Shire
Encourage, promote, and deliver activities and events that promote our region and have a positive economic and social benefit	The Shire regularly hosts activities and events which attract positive feedback.
Continue to work with regional partners to advocate for improved energy reliability and telecommunications coverage	There are fewer power and telecommunications disruptions and increased access to mobile and high speed communications
<b>Environment (Built and Natural)</b>	
Deliver sustainable long-term planning for infrastructure that meets the needs of the community	Maintenance and renewal of Shire assets is environmentally and financially sustainable
Design, construct and maintain infrastructure in a manner that maximise its life, capacity, and function	Shire facilities and assets continue to function effectively as they age
Deliver a sustainable and progressive approach to waste management including continued collaboration with neighbouring local governments	Waste services across the region are delivered in a sustainable and cost-effective manner
<b>Governance and Leadership</b>	
Work with groups from across the community to address their concerns regarding equity in facilities and services	Residents and community groups believe they are being listened to and fairly treated
Provide informed and transparent decision making that, meets our legal obligations, reflect the level of associated risk, and are adequately explained to community	The Shire is viewed as a Local Government that does what it says it will do
Implement systems and processes that meet our legal and audit obligations and the needs of the community.	External audits and reviews confirm compliance with relevant Local Government legislation

<b>CHIEF EXECUTIVE OFFICER - JOHN NUTTALL</b>				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2020/11-017 November 2020	<b>That Council:</b> <ol style="list-style-type: none"> <li>1. Subject to Sections 5.36(2) and 5.39 Local Government Act 1995 renew the contract of employment of Mr John Nuttall as the Chief Executive Officer for a period of two (2) years from 1 February 2021 to 31 January 2023</li> <li>2. Subject to Sections 5.36(2) 5.39 Local Government Act 1995 determine that renewal should be on the same terms and conditions as the current contract of employment as amended at the Chief Executive Officer annual review held in February 2020.</li> </ol>	Ongoing		Feb 2021
2020/11-007 November 2020	<b>That Council:</b> <ol style="list-style-type: none"> <li>1. Subject to Local Government Act 1995, Section 6.26,2,(g) approve the Central East Aged Care Alliance rate exemption application for U1, Lot 40, 16 Rowlands Street, Beacon as the land is deemed to be used exclusively for Charitable purposes in accordance with as of 1 July 2020</li> <li>2. Advise Central East Aged Care Alliance of Council's decision by completing the relevant forms</li> </ol>	Complete		

<b>CHIEF EXECUTIVE OFFICER - JOHN NUTTALL</b>				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2020/11-006 November 2020	<b>That Council:</b> <ol style="list-style-type: none"> <li>1. Subject to Local Government Act 1995, Section 6.26,2,(g) approve the Central East Aged Care Alliance rate exemption application for U1, Lot 31, 3 Rowlands Street, Beacon as the land is deemed to be used exclusively for Charitable purposes in accordance with as of 1 July 2020</li> <li>2. Advise Central East Aged Care Alliance of Council's decision by completing the relevant forms</li> </ol>	Complete		
2020/11-005 November 2020	<b>That Council:</b> <ol style="list-style-type: none"> <li>1. Subject to Local Government Act 1995, Section 6.26,2,(g) approve the Central East Aged Care Alliance rate exemption application for U1, 43 Brown Street, Bencubbin as the land is deemed to be used exclusively for charitable purposes in accordance with as of 1 July 2020</li> <li>2. Advise Central East Aged Care Alliance of Council's decision by completing the relevant forms</li> </ol>	Complete		
2020/6-006 June 2020	<b>That Council:</b> <ol style="list-style-type: none"> <li>1. Confirm the 'in principal' commitment of the Shire of Mt Marshall to the NEWHealth Scheme</li> <li>2. Direct the Chief Executive Officer to liaise with the NEWROC Chief Executive Officers to prepare a revised NEWHealth Scheme Memorandum of Understanding</li> <li>3. Direct that the revised Memorandum of Understanding and NEWHealth scheme service provision cost be presented to Council for adoption prior to finalising the documents.</li> </ol>	Ongoing	Full NEWHealth meeting held 14 July. Situation being referred to NEWROC.  Discussions Ongoing	<b>Jan 2021</b>



**CHIEF EXECUTIVE OFFICER - JOHN NUTTALL**

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2020/3-009 March 2020	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Resolve that correspondence should be sent to Telstra head office expressing the displeasure of Council and the community at the telecommunication outages which continue to occur;</li> <li>2. Resolve that correspondence be sent to Western Power inviting them to meet with the Shire President and Chief Executive Officer to discuss any potential solutions, such as the one installed at Perenjori for the town of Beacon which suffers the worst and longest lasting power outages;</li> <li>3. Resolve that copies of the above correspondence be sent to appropriate State and Federal politicians with an invitation to them to assist with the issues;</li> <li>4. Subject to the Local Government Act 1995, Section 6.8(1)(b) authorise non budgeted expenditure of \$4,000 to install battery back-up systems for the Crisp Wireless service at Bencubbin Multipurpose Complex and Beacon Town Hall; and</li> <li>5. Subject to the Local Government Act 1995, Section 6.8(1)(b) reduce 1433001 Shed Gates Bencubbin Depot by \$4,000 to allow for the expenditure authorised in resolution 4 above.</li> </ol>	Ongoing	<p>Delayed due to COVID-19 crisis.</p> <p>Will undertake further work in the near future.</p> <p>Awaiting confirmation of a meeting date with Western Power.</p> <p>Meeting was held in August 2020 and potential solutions discussed.</p>	
		Complete	Awaiting Western Power to provide further details.	

**CHIEF EXECUTIVE OFFICER - JOHN NUTTALL**

[illegible]

## CHIEF EXECUTIVE OFFICER - JOHN NUTTALL

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2018/11-004 December 2018	<p>That Council accept the offer from Water Corporation of the transfer of ownership from the Water Corporation to the Shire of Mt Marshall of the following AA Dams:</p> <ul style="list-style-type: none"> <li>• Warkutting Tank</li> <li>• Gabbinning Tank</li> <li>• Marindo Rocks</li> <li>• Beebeegnying Tank</li> <li>• Sand Soak Dam</li> <li>• Snake Soak Dam</li> </ul>	Ongoing	<p>Application made to the Department of Lands regarding Snake Soak Dam.</p> <p>Awaiting Native Title Clearance</p>	
2017/022 February 2017	<p>That:</p> <ol style="list-style-type: none"> <li>1. Council Acknowledge an historic equity imbalance in the provision of facilities between the towns of Beacon and Bencubbin;</li> <li>2. A desktop review be undertaken on proposed infrastructure upgrades for Beacon and that a further report be made to Council with a view to implementing a 5 year development program for the town;</li> <li>3. That the Shire's Community Development Officer investigate and report on other local government models for the development and support of volunteers in both communities; and</li> <li>4. That any agreed infrastructure development program and volunteer support program be incorporated into the Shire's Community Strategic Plan</li> </ol>	Ongoing	<p><b>Strategic Community Plan to be adopted in December and the Corporate Business Plan in 2021.</b></p>	

<b>ENVIRONMENTAL HEALTH OFFICER – PETER TOBOSS</b>				
<b>REF</b>	<b>DECISION</b>	<b>STATUS</b>	<b>COMMENT</b>	<b>ESTIMATED COMPLETION</b>
<b>2020/11-015 November 2020</b>	<p>The Shire of Mt Marshall advise the WAPC that it has no objection to the proposed subdivision, subject to the following conditions;</p> <ol style="list-style-type: none"> <li>1. The landowner/applicant installing suitable rural fencing of good standard in accordance with the subdivision application plan to the satisfaction of the Western Australian Planning Commission;</li> <li>2. All buildings and effluent disposal systems having the necessary clearance from the new boundaries as required under the relevant legislation;</li> <li>3. Asset Protection Zones (APZ) to be implemented prior to the clearance of subdivision for affected lots in accordance with Figure 6A (of the Bushfire Management Plan) and is to be maintained in accordance with the specifications to the satisfaction of the Local Government;</li> <li>4. Water tanks for firefighting purposes with a hydrant or standpipe are to be provided (50,000 litres capacity tank); and</li> <li>5. Construction of passing lanes to comply with SPP 3.7 requirements for driveway access ways.</li> </ol> <p>Footnote: The applicant is advised that each year, compliance is necessary with the relevant local government Annual Firebreak and Fuel Load Notice issued under s33 of the Bush Fires Act 1954.</p>	<b>Complete</b>		

ENVIRONMENTAL HEALTH OFFICER – PETER TOBOSS				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2009/081 April 2009	That the dwelling located on Lot 94, Lindsay St, Beacon being of weather board walls over wooden stud frames, suspended timber floors and timber framed iron clad roof be declared unfit for human habitation from immediate effect of date of notification and also the Council place a work order on the said dwelling to bring the dwelling up to a standard deemed by the Environmental Health Officer/Building Surveyor to be compliant with the Health Act 1911, Shire of Mt Marshall Health Local Laws 2007 and Local Government (Miscellaneous Provisions) 1960 and that a period of time being 90 days of notification of dwelling unfit for habitation to be allowed to do such works and in the event of works not commenced to bring the dwelling to the said standard that a demolition order be placed on the said dwelling.	Ongoing	<p>Works inspected by EHO/BS and are acceptable. House Unfit for habitation to stay in effect until rear plumbing is confirmed done. Discussions with Ruth DeJong said they were keen to fix plumbing so they could get workers into the house BUT were out on jobs Statewide. House inspected on 10/08/2016. The house remains unfit for habitation by the owner's workers. The owner has been informed that the house needs to be made good before the order can be lifted and used for habitation.</p> <p>November 2017 - PEHO conducted site inspection; property is vacant with no person living in it. Health Notice on the door at the time of inspection. PEHO is yet to establish contact with the owner/owners.</p> <p>Owner has been identified. Property remains unoccupied so no additional input from Officers at this time (Oct 2020). Will be monitored</p>	Ongoing.

FINANCE AND ADMINISTRATION MANAGER – TANIKA MCLENNAN												
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION								
2020/11-013 November 2020	<p>That:</p> <p>1. The Fees and Charges Schedule be amended as follows:</p> <table><tr><td></td><td><u>Fee</u></td><td><u>GST</u></td><td><u>Total</u></td></tr><tr><td>Grant of Right of Burial</td><td>\$65.00</td><td>\$0.00</td><td>\$65.00</td></tr></table> <p>2. The above fee be advertised as effective from 1 December 2020.</p>		<u>Fee</u>	<u>GST</u>	<u>Total</u>	Grant of Right of Burial	\$65.00	\$0.00	\$65.00	Complete		
	<u>Fee</u>	<u>GST</u>	<u>Total</u>									
Grant of Right of Burial	\$65.00	\$0.00	\$65.00									

# REGULATORY OFFICER – MEG WYATT

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2020/10-013 October 2020	<p>That:</p> <ol style="list-style-type: none"> <li>1. Council reject the recommendation from the Bush Fire Advisory Committee meeting regarding campfire signage.</li> <li>2. Council resolve that all Camping and Cooking fires be prohibited in the Shire of Mt Marshall during the Prohibited Burning Period (1 November to 31 January) with the exception of wood &amp; charcoal fuelled BBQ's and wood fired pizza ovens which are only prohibited if the fire danger index for the day is very high or above.</li> <li>3. Council's Firebreak Order be amended to include cooking and campfire restrictions and the notice be advertised in the Government Gazette.</li> <li>4. appropriate signage be installed at all known popular camping sites.</li> </ol>	Ongoing	Signage being prepared.	
2016/155 Oct 2016 Continued	<p>h) Consent is given to the Department of Fire and Emergency Services to issue identity cards to Mt Marshall Fire Brigade members.</p>	Ongoing	<p>Instructions as how to process photos has been obtained and staff will commence the process.</p> <p>Commence project in February during Bush Fire training.</p> <p>Photos of members are required. Will write to each member to attend Shire office for photo.</p>	

# REGULATORY OFFICER – MEG WYATT

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2008/083 April 2008	<p>That the Shire of Mt Marshall Local Law Relating to Dogs be amended as follows:</p> <p>15 (2) Remove (e) Beacon Recreation Reserve No 36172</p> <p>15 (2) Remove (f) Bencubbin Recreation Reserve No 21535</p> <p>15 (2) Amend (g) to be denoted (e)</p> <p>Insert 15 (3) Fouling of Streets and Public Places</p> <p>Any person liable for the control of a dog as defined in Section 3(1) of the Act, who permits the dog to excrete on any street or public place or on any land within the District without the consent of the occupier commits an offence unless the excreta is removed forthwith and disposed of either on private land with the consent of the occupier or in such other manner as the local government may approve.</p> <p>16 (2) Remove (a) All freehold land owned by the Shire of Mt Marshall.</p> <p>16 (2) Remove (b) All reserves owned by the Shire of Mt Marshall or under the care control and management of the Shire.</p> <p>Insert 16 (2) (a) Beacon Recreation Reserve No 36172 (outside the fenced oval area) providing there are no organised activities upon this reserve.</p> <p>Insert 16 (2) (b) Bencubbin Recreation Reserve No 29824.</p>	Ongoing	<p>Proposed changes to be advertised.</p> <p>This item never progressed. CEO will undertake a review of current local laws in conjunction with contract ranger services and if any changes are required this will be progressed.</p>	September 2009



<b>EXECUTIVE ASSISTANT – NADINE RICHMOND</b>				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
<b>2020/11-003 November 2020</b>	<p><b>That Council in accordance with Section 5.10 of the Local Government Act 1995, endorse the following working group appointments as listed below:</b></p> <p><b>Wheatbelt North Sub-Regional Road Group</b>  <b>Elected Member                      Cr. SR Putt</b></p> <p><b>Eastern Wheatbelt Biosecurity Group</b>  <b>Deputy Elected Member   Cr. NR Gillett</b></p>	<b>Complete</b>	<b>Groups advised and committee booklet updated</b>	
<b>2020/10-010 October 2020</b>	<p>That Council endorses the following office closure during the 2020/21 Christmas and New Year period:</p> <p>Wednesday 23 December -            9.00am to 4.00pm  Thursday 24 December -   Closed –        Christmas Eve  Friday 25 December -        Closed –        Christmas Day</p> <p>Monday 28 December -    Closed – Boxing Day Holiday  Tuesday 29 December-    Closed  Wednesday 30 December Closed  Thursday 31 December    Closed  Friday 1 January        Closed – New Years Day</p> <p>Monday 4 January   9.00am to 4.00pm</p>	Ongoing	Will advertise closer to the Christmas period.	

EXECUTIVE ASSISTANT – NADINE RICHMOND				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2019/9-008 Oct 2019	<ol style="list-style-type: none"> <li>That Council endorse dissolving the following committees: <ul style="list-style-type: none"> <li>Bencubbin Multipurpose Complex Steering Committee</li> <li>Drainage Reference Group</li> </ul> </li> <li>That Council in accordance with Section 5.10 of the Local Government Act 1995, endorse the following committees, Working Groups and External Organisations with appointed Elected Member and Staff representation as listed below: <i>See Minutes for details</i></li> <li>Where community positions exist: <ol style="list-style-type: none"> <li>Current members be approached inviting them to continue their membership;</li> <li>Where vacancies exist/occur, advertising take place seeking expressions of interest.</li> </ol> </li> </ol>	Ongoing	<p>Waiting for responses from community members for some groups.</p> <p>Responses we are waiting on relate to the Off Road Racing Group. I can only assume this would be due to the WAORRA event not going ahead this year due to COVID-19. Will follow up to make sure a committee is in place for the event in 2021.</p>	

COMMUNITY DEVELOPMENT OFFICER – REBECCA WATSON				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2020/11-014 November 2020	<div>1. The Beacon Progress Association be awarded \$6640.81</div> <div>2. The Lake McDermott Catchment Group be awarded \$5744.45</div> <div>3. The Bencubbin Sports Club not be made an award</div>	Ongoing	Lake McDermott Catchment Group has provided invoice for payment of the Grant.	
2015/5-014 June 2018	<div>That the following 2017/18 Club Support Fund Applications be approved for funding by Council;</div> <div><div>Beacon Hockey Club</div><div>\$3,500</div></div> <div><div>Bencubbin Football Club</div><div>\$6,380</div></div>	Ongoing	<div>Beacon Hockey Club have submitted their acquittal document.</div> <div>Bencubbin Football Club has made the purchase and are completing the acquittal documents.</div>	December 2020
2017/022 February 2017	<div>That:</div> <div>1. Council Acknowledge an historic equity imbalance in the provision of facilities between the towns of Beacon and Bencubbin;</div> <div>2. A desktop review be undertaken on proposed infrastructure upgrades for Beacon and that a further report be made to Council with a view to implementing a 5 year development program for the town;</div> <div>3. That the Shire’s Community Development Officer investigate and report on other local government models for the development and support of volunteers in both communities; and</div> <div>4. That any agreed infrastructure development program and volunteer support program be incorporated into the Shire’s Community Strategic Plan</div>	Ongoing	CDO liaising with Volunteers WA Wheatbelt Hub to source information that will assist with the development of the report.	

<b>ECONOMIC DEVELOPMENT OFFICER – SARAH MOUG</b>				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2020/10-003 Oct 2020	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Receive the minutes from the Economic Development Committee of 13 October 2020 at attachment 11.1.1a;</li> <li>2. Endorse the recommendations (as detailed above) of the Economic Development Committee by making the following awards: <ol style="list-style-type: none"> <li>a) Beacon Central be awarded \$1,077.72 towards the purchase of catering type equipment for the wildflower tour;</li> <li>b) Hands on Therapeutic Massage be awarded \$635.18 towards a launch event for the new gifts business;</li> <li>c) Beacon Country Club be awarded \$986.33 towards the purchase of a shade sail (the Committee feels in line with redefined guidelines Beacon Country Club be classed under commercial stream);</li> <li>d) Lake McDermott Catchment Group be awarded \$3,635.50 towards the installation of a shelter at Lake McDermott;</li> <li>e) Beacon Co-Operative not receive any award as their application did not meet the minimum benefit amount;</li> <li>f) Foley Admin Services be awarded \$3,359.75 towards the purchase of various equipment to set up the “Bubbles and Brew Liquor Store” to be awarded only on condition that a liquor licence is granted; and</li> <li>g) Beacon Silver Chain Branch Committee be awarded \$7,320.00 towards the purchase of a generator for the remote area nurse clinic.</li> </ol> </li> </ol>			



## **Shire of Mt Marshall**

### **Monthly Statement of Financial Activity**

**For the Period 1 July 2020 to 30 November 2020**

#### **TABLE OF CONTENTS**

	<b>Page</b>
Statement of Financial Activity	2
Graphs	3
Notes to and Forming Part of the Statement	
1 Acquisition of Assets	4 to 5
2 Disposal of Assets	6
3 Information on Borrowings	7
4 Reserves	8 to 11
5 Net Current Assets	12
6 Rating Information	13
7 Trust Funds	14
8 Operating Statement	15
9 Balance Sheet	16
Report on Significant Variances	
Operating Income & Expenditure	17 to 21
Capital Expenditure	22

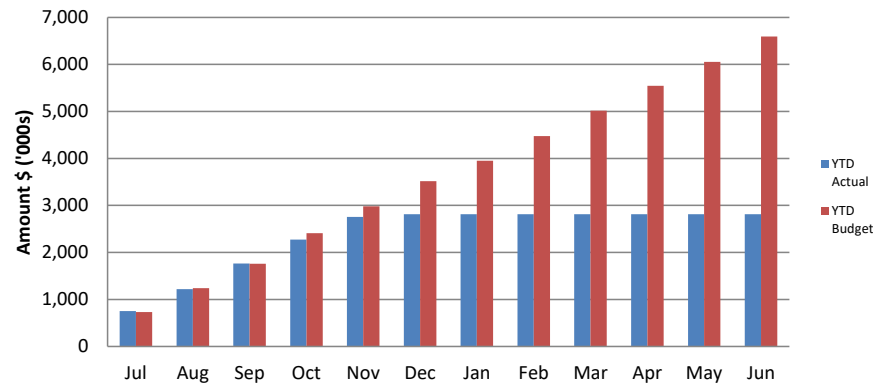
**Shire of Mt Marshall**  
**Statement of Financial Activity**  
**For the period 1 July 2020 to 30 November 2020**

		Actual YTD 2020/2021	Budget YTD 2020/2021	Original Full Year Budget 2020/2021	Variance Budget to Actual YTD	
	NOTE				%	\$
<b>Operating Revenue</b>						
Governance		19,718	14,280	34,299	38%	5,438
General Purpose Funding		610,910	657,912	1,269,388	(7%)	(47,002)
Law, Order & Public Safety		10,416	17,207	34,845	(39%)	(6,791)
Health		45,200	83,635	200,740	(46%)	(38,435)
Education & Welfare		53,948	47,677	106,194	13%	6,271
Housing		62,768	51,575	123,800	22%	11,193
Community Amenities		97,241	132,180	166,419	(26%)	(34,939)
Recreation & Culture		282,649	247,450	716,089	14%	35,199
Transport		819,209	727,796	1,344,635	13%	91,413
Economic Services		117,625	79,350	194,225	48%	38,275
Other Property & Services		30,917	21,620	51,900	43%	9,297
		<b>2,150,602</b>	<b>2,080,682</b>	<b>4,242,535</b>		
<b>Operating Expenses</b>						
Governance		(202,379)	(281,270)	(419,832)	(28%)	78,891
General Purpose Funding		(27,176)	(33,285)	(79,901)	(18%)	6,109
Law, Order & Public Safety		(87,301)	(86,007)	(191,912)	2%	(1,294)
Health		(92,337)	(131,579)	(329,206)	(30%)	39,242
Education & Welfare		(125,460)	(170,132)	(369,373)	(26%)	44,672
Housing		(130,098)	(124,727)	(289,845)	4%	(5,371)
Community Amenities		(113,265)	(138,910)	(320,200)	(18%)	25,645
Recreation & Culture		(451,358)	(527,817)	(1,250,849)	(14%)	76,459
Transport		(1,239,864)	(1,212,855)	(2,828,152)	2%	(27,009)
Economic Services		(213,393)	(232,579)	(497,137)	(8%)	19,186
Other Property & Services		(74,321)	(41,790)	(20,570)	78%	(32,531)
		<b>(2,756,952)</b>	<b>(2,980,951)</b>	<b>(6,596,977)</b>		
<b>Adjustments for Non-Cash (Revenue) and Expenditure</b>						
(Profit)/Loss on Asset Disposals	2	0	0	2,000		
Employee benefit Provisions Cash Backed		200	0	0		
Movement in employee benefit provisions (non-current)		0	0	747		
Movement in deferred pensioner Rates/ESL		0	0	0		
Movement due to changes in Accounting Standards		0	0	0		
Depreciation on Assets		1,255,550	1,177,571	2,826,170		
<b>Capital Revenue and (Expenditure)</b>						
Purchase Property Plant & Equipment	1	(1,285,717)	(1,984,651)	(3,301,696)		
Purchase Infrastructure Assets	1	(775,648)	(827,815)	(1,987,211)		
Repayment of Debenture	3	(22,147)	(22,147)	(44,720)		
Repayment of Leases	3	(1,013)	(1,013)	(10,533)		
Proceeds from New Debentures	3	0	0	450,000		
Self-Supporting Loan Principal Income		4,717	4,717	9,524		
Proceeds from Disposal of Assets	2	0	0	383,000		
<b>Reserves and Restricted Funds</b>						
Transfers to Reserves	4	(2,933)	(2,933)	(10,941)		
Transfers from Reserves	4	300,000	300,000	819,995		
ADD Net Current Assets July 1 B/Fwd.	5	1,769,435	1,769,435	1,795,548		
LESS Net Current Assets Year to Date	5	(2,057,854)	(935,453)	0		
<b>Amount Raised from Rates</b>	<b>6</b>	<b>(1,421,760)</b>	<b>(1,422,559)</b>	<b>(1,422,559)</b>		

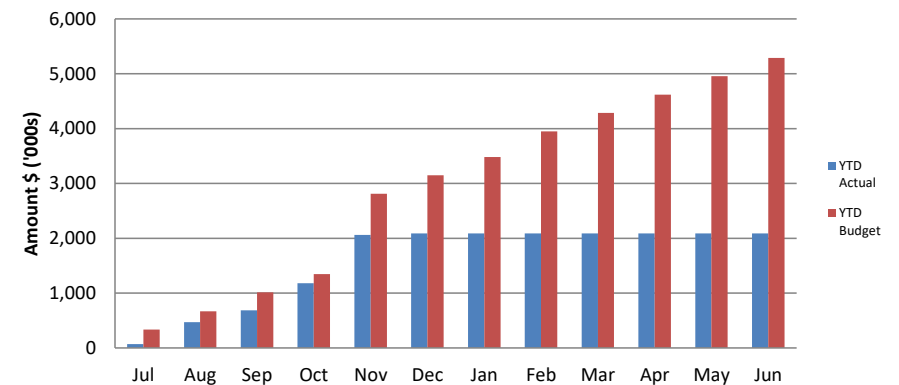
## Shire of Mt Marshall

For the period 1 July 2020 to 30 November 2020

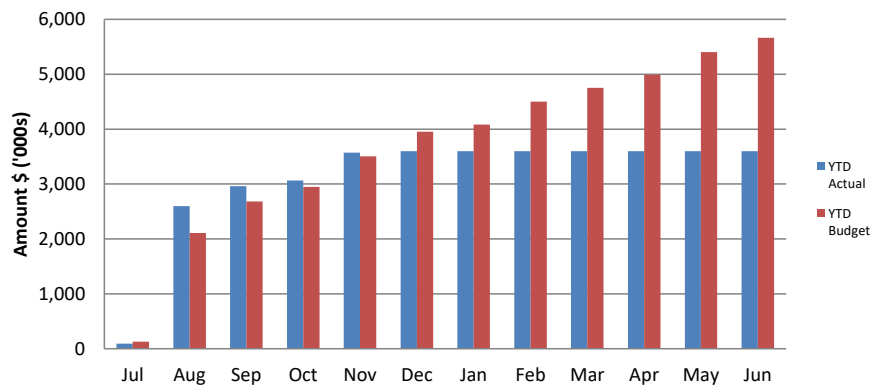
### Operating Expenditure



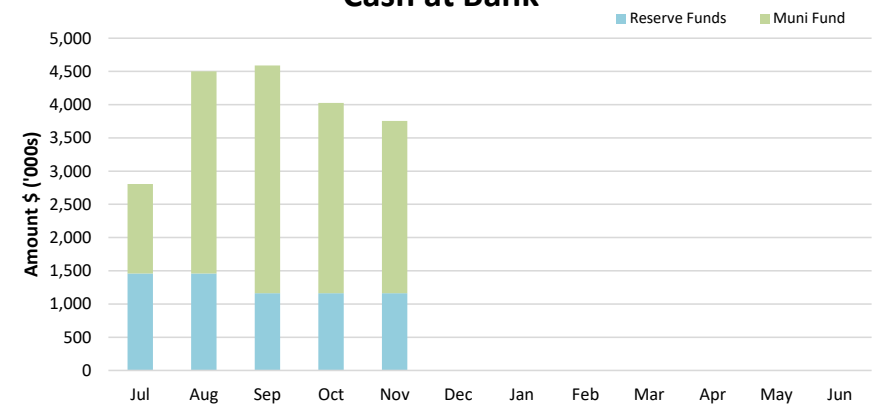
### Capital Works & Equipment Purchases



### Operating Income



### Cash at Bank



# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2020 to 30 November 2020

	2020/21 Adopted Budget \$	30-Nov-20 Actual \$	30-Nov-20 Budget YDT \$
<b>1. ACQUISITION OF ASSETS</b>			
The following assets have been acquired during the period under review:			
<b><u>By Program</u></b>			
<b>Governance</b>			
<u>Administration General</u>			
Purchase Vehicle - Admin	133,000	0	0
<b>Health</b>			
<u>NEW Health Vehicle</u>			
New Health Purchase Of Motor Vehicle	45,000	0	18,750
<u>Beacon Silver Chain House</u>			
Land & Buildings - Other Health	25,000	0	10,415
<b>Education &amp; Welfare</b>			
<u>Aged Care Units</u>			
Unit 3	8,000	10,529	8,000
<b>Housing</b>			
<u>Staff Housing</u>			
Land & Buildings - Staff Housing	503,000	8,788	209,575
Land & Buildings	51,000	0	21,245
<b>Community Amenities</b>			
<u>Protection of the Environment</u>			
Land & Buildings - Community Amenities	61,000	8,471	25,415
<b>Recreation and Culture</b>			
<u>Public Halls and Civic Centres</u>			
Land & Buildings - Halls & Civic Centres	68,500	16,017	28,540
<u>Sturt Pea House</u>			
Sturt Pea House Improvements	20,000	0	8,330
<u>Swimming Pool</u>			
Land & Buildings - Swimming Pool	1,130,996	701,695	1,130,996
<u>Sporting Facilities</u>			
Land & Buildings - Recreation	438,200	187,394	182,560
<u>Parks &amp; Recreation</u>			
Parks & Recreation Capital Expenditure	190,000	10,411	79,165
<b>Transport</b>			
<u>Construction - Roads, Bridges, Depots</u>			
Roads To Recovery Road Works	573,261	124,725	238,760
State Road Projects Grant	804,850	546,643	335,315
Municipal Road Construction	374,100	93,869	155,830
Footpath Construction	20,000	0	8,330
<u>Road Plant Purchases</u>			
Plant Purchases	600,000	253,700	250,000
Motor Vehicle Purchases	85,000	93,891	35,415
<u>Airstrips</u>			
Beacon Airstrip Upgrade	25,000	0	10,415
<b>Economic Services</b>			
Buildings	27,000	0	11,245
Beacon Workers Camp - Capital	45,000	5,232	18,750
Bencubbin Workers Camp - Capital	7,000	0	2,915
<b>Other Property and Services</b>			
Purchase Land And Buildings - Eng	54,000	0	22,500
	<u>5,288,907</u>	<u>2,061,365</u>	<u>2,812,466</u>



# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2020 to 30 November 2020

	2020/21 Adopted Budget \$	30-Nov-20 Actual \$	30-Nov-20 Budget YDT \$
<b>1. ACQUISITION OF ASSETS (Continued)</b>			
The following assets have been acquired during the period under review:			
<b><u>By Class</u></b>			
Land Held for Resale - Current	0	0	0
Land Held for Resale - Non Current	0	0	0
Land	0	0	0
Land & Buildings	2,438,696	938,126	1,680,486
Furniture & Equipment	0	0	0
Motor Vehicles	263,000	93,891	54,165
Plant & Equipment	600,000	253,700	250,000
Infrastructure - Roads	1,752,211	765,237	729,905
Infrastructure - Footpaths	20,000	0	8,330
Infrastructure - Ovals & Parks	190,000	10,411	79,165
Infrastructure - Other	25,000	0	10,415
	<u>5,288,907</u>	<u>2,061,365</u>	<u>2,812,466</u>

# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2020 to 30 November 2020

### 2. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

<u>By Program</u>	Written Down Value		Sale Proceeds		Profit(Loss)	
	2020/21 Budget \$	November 2020 Actual \$	2020/21 Budget \$	November 2020 Actual \$	2020/21 Budget \$	November 2020 Actual \$
<b>Administration</b>						
Admin Vehicle - Prado	48,000		47,000		(1,000)	0
Admin Vehicle - Landcruiser	67,000		66,000		(1,000)	0
<b>Health</b>						
NEW Health Vehicle	30,000		30,000		0	0
<b>Transport</b>						
Mitsubishi Triton MM286	10,000		10,000		0	0
Mitsubishi Triton MM5205	10,000		10,000		0	0
Mitsubishi Triton MM254	10,000		10,000		0	0
Mitsubishi Triton MM5185	10,000		10,000		0	0
Suzuki Panel Van	6,000		6,000		0	0
Front End Loader	80,000		80,000		0	0
Side Tipping Trailer	20,000		20,000		0	0
Tip Truck	40,000		40,000		0	0
Ride on Mower	25,000		25,000		0	0
Hino Prime Mover MM3900	29,000		29,000		0	0
	385,000	0	383,000	0	(2,000)	0

<u>By Class of Asset</u>	Written Down Value		Sale Proceeds		Profit(Loss)	
	2020/21 Budget \$	November 2020 Actual \$	2020/21 Budget \$	November 2020 Actual \$	2020/21 Budget \$	November 2020 Actual \$
Motor Vehicles	191,000	0	189,000	0	(2,000)	0
Plant & Equipment	194,000	0	194,000	0	0	0
	385,000	0	383,000	0	(2,000)	0

### Summary

Profit on Asset Disposals  
Loss on Asset Disposals

2020/21 Adopted Budget \$	November 2020 Actual \$
0	0
(2,000)	0
(2,000)	0

# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2020 to 30 November 2020

### 3. INFORMATION ON BORROWINGS/FINANCING

#### (a) Debenture Repayments

Particulars	Expiry	Principal 1-Jul-20	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			2020/21 Budget \$	2020/21 Actual \$	2020/21 Budget \$	2020/21 Actual \$	2020/21 Budget \$	2020/21 Actual \$	2020/21 Budget \$	2020/21 Actual \$
<b>Recreation &amp; Culture</b>										
Loan 120 - Bencubbin Rec Complex Shire	28/04/2037	386,768	0	0	16,480	8,161	370,288	378,607	14,733	4,841
Loan 121 - Bencubbin Rec SAR	28/04/2037	439,249	0	0	18,716	9,269	420,533	429,980	16,733	5,498
Loan 122 - Bencubbin Rec Complex CRC*	28/04/2037	223,514	0	0	9,524	4,717	213,990	218,797	8,514	2,798
Loan 123 - Aquatic Centre			40,000	0	0	0	0	0	0	0
Loan 124 - Staff Housing			410,000	0	0	0	0	0	0	0
		1,049,531	450,000	0	44,720	22,147	1,004,811	1,027,384	39,981	13,138

(\*) Self supporting loan financed by payments from third parties.  
All other loan repayments were financed by general purpose revenue.

#### (b) Lease Repayments

Particulars	Expiry	Principal 1-Jul-20	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
			2020/21 Budget \$	2020/21 Actual \$	2020/21 Budget \$	2020/21 Actual \$	2020/21 Budget \$	2020/21 Actual \$	2020/21 Budget \$	2020/21 Actual \$
<b>Governance</b>										
Lease 1 - Fuji Xerox Docucentre	11/01/2024	8,147	0	0	2,221	1,013	5,926	7,134	124	62
<b>Governance</b>										
Lease 2 - Bencubbin Landfill Site	21/09/2029	44,612	0	0	4,156	0	40,456	44,612	944	0
Lease 3 - Beacon Landfill Site	21/09/2029	44,612	0	0	4,156	0	40,456	44,612	944	0
		97,371	0	0	10,533	1,013	86,838	96,358	2,012	62

All lease repayments were financed by general purpose revenue.

# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2020 to 30 November 2020

	2020/21 Adopted Budget \$	November 2020 Actual \$
<b>4. CASH BACKED RESERVES</b>		
<b>(a) Plant Replacement Reserve</b>		
Opening Balance	353,280	353,280
Amount Set Aside / Transfer to Reserve	2,650	710
Amount Used / Transfer from Reserve	(107,400)	(107,400)
	<u>248,530</u>	<u>246,590</u>
<b>(b) Aged Care Units Reserve</b>		
Opening Balance	45,170	45,170
Amount Set Aside / Transfer to Reserve	339	91
Amount Used / Transfer from Reserve	0	0
	<u>45,509</u>	<u>45,261</u>
<b>(c) Housing Reserve</b>		
Opening Balance	8,531	8,531
Amount Set Aside / Transfer to Reserve	64	17
Amount Used / Transfer from Reserve	0	0
	<u>8,595</u>	<u>8,548</u>
<b>(d) Employee Entitlements Reserve</b>		
Opening Balance	99,615	99,615
Amount Set Aside / Transfer to Reserve	747	200
Amount Used / Transfer from Reserve	0	0
	<u>100,362</u>	<u>99,815</u>
<b>(e) Public Amenities &amp; Buildings Reserve</b>		
Opening Balance	161,939	161,941
Amount Set Aside / Transfer to Reserve	1,215	326
Amount Used / Transfer from Reserve	0	0
	<u>163,154</u>	<u>162,267</u>
<b>(f) Mt Marshall Aquatic Centre Development Reserve</b>		
Opening Balance	674,642	674,642
Amount Set Aside / Transfer to Reserve	5,060	1,357
Amount Used / Transfer from Reserve	(672,596)	(152,600)
	<u>7,106</u>	<u>523,399</u>
<b>(g) Community Bus Reserve</b>		
Opening Balance	20,468	20,468
Amount Set Aside / Transfer to Reserve	154	41
Amount Used / Transfer from Reserve	0	0
	<u>20,622</u>	<u>20,509</u>

# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2020 to 30 November 2020

	2020/21 Adopted Budget \$	November 2020 Actual \$
<b>4. RESERVES (Continued)</b>		
<b>(h) Bencubbin Recreation Complex Reserve</b>		
Opening Balance	4,252	4,252
Amount Set Aside / Transfer to Reserve	32	9
Amount Used / Transfer from Reserve	0	0
	<u>4,284</u>	<u>4,261</u>
<b>(i) Office Equipment Reserve</b>		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>0</u>	<u>0</u>
<b>(j) Economic Development Reserve</b>		
Opening Balance	78,720	78,720
Amount Set Aside / Transfer to Reserve	590	158
Amount Used / Transfer from Reserve	(40,000)	(40,000)
	<u>39,310</u>	<u>38,878</u>
<b>(k) Beacon Accommodation Reserve</b>		
Opening Balance	3,703	3,703
Amount Set Aside / Transfer to Reserve	28	7
Amount Used / Transfer from Reserve	0	0
	<u>3,731</u>	<u>3,710</u>
<b>(l) Medical Enhancement Reserve</b>		
Opening Balance	7,946	7,946
Amount Set Aside / Transfer to Reserve	60	16
Amount Used / Transfer from Reserve	0	0
	<u>8,006</u>	<u>7,962</u>
<b>(m) Bencubbin Community Resource Centre Reserve</b>		
Opening Balance	296	296
Amount Set Aside / Transfer to Reserve	2	1
Amount Used / Transfer from Reserve	0	0
	<u>298</u>	<u>297</u>
<b>Total Cash Backed Reserves</b>	<u><u>649,507</u></u>	<u><u>1,161,497</u></u>

All of the above reserve accounts are to be supported by money held in financial institutions.

# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2020 to 30 November 2020

	2020/21 Adopted Budget \$	November 2020 Actual \$
<b>4. RESERVES (Continued)</b>		
<b>Cash Backed Reserves (Continued)</b>		
<b>Summary of Transfers To Cash Backed Reserves</b>		
<b>Transfers to Reserves</b>		
Plant Replacement Reserve	2,650	710
Aged Care Units Reserve	339	91
Community Housing Reserve	0	0
Housing Reserve	64	17
Employee Entitlements Reserve	747	200
Public Amenities & Buildings Reserve	1,215	326
Mt Marshall Aquatic Centre Development Rese	5,060	1,357
Community Bus Reserve	154	41
Bencubbin Recreation Complex Reserve	32	9
Office Equipment Reserve	0	0
Economic Development Reserve	590	158
Integrated Planning/Financial Reporting Reserv	0	0
Beacon Accommodation Reserve	28	7
Medical Enhancement Reserve	60	16
Bencubbin Community Resource Centre Reser	2	1
	<b>10,941</b>	<b>2,933</b>
<b>Transfers from Reserves</b>		
Plant Replacement Reserve	(107,400)	(107,400)
Aged Care Units Reserve	0	0
Community Housing Reserve	0	0
Housing Reserve	0	0
Employee Entitlements Reserve	0	0
Public Amenities & Buildings Reserve	0	0
Mt Marshall Aquatic Centre Development Rese	(672,596)	(152,600)
Community Bus Reserve	0	0
Bencubbin Recreation Complex Reserve	0	0
Office Equipment Reserve	0	0
Economic Development Reserve	(40,000)	(40,000)
Integrated Planning/Financial Reporting Reserv	1	0
Beacon Accommodation Reserve	0	0
Medical Enhancement Reserve	0	0
Bencubbin Community Resource Centre Reser	0	0
	<b>(819,995)</b>	<b>(300,000)</b>
<b>Total Transfer to/(from) Reserves</b>	<b>(809,054)</b>	<b>(297,067)</b>

## Shire of Mt Marshall

### Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2020 to 30 November 2020

#### 4. RESERVES (Continued)

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

**Plant Replacement Reserve**

- To fund the purchase of plant which exceeds Council's capitalisation threshold, so as to avoid undue heavy burden in a single year

**Aged Care Units Reserve**

- To fund capital works on existing Aged Care Units or construction of new Aged Care Units.

**Housing Reserve**

- To fund the replacement of housing and any major maintenance

**Employee Entitlement Reserve**

- To be used to fund Long Service Leave requirement / other accrued leave

**Public Amenities & Buildings**

- To help fund future building maintenance requirements to the shire's buildings.

**Mt Marshall Aquatic Centre Development**

- To finance future capital and maintenance upgrades for the Mt Marshall Aquatic Centre

**Community Bus Reserve**

- To finance the replacement of the community bus

**Bencubbin Recreation Complex**

- To provide funding for future extensions to the Bencubbin Complex

**Office Equipment**

- To replace office equipment as required

**Economic Development Reserve**

- To set aside funds for Economic Development initiatives.

**Beacon Accommodation Reserve**

- To set aside funds for the provision of transient accommodation in Beacon.

**Medical Enhancement Reserve**

- To be used for projects that may arise through the NEWROC Health Strategy

**Bencubbin Community Resource Centre Reserve**

- To be used for refurbishment of the Bencubbin Community Resource Centre

# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2020 to 30 November 2020

	2020/21 B/Fwd Per Approved Budget \$	2020/21 B/Fwd Per Financial Report \$	November 2020 Actual \$
<b>5. NET CURRENT ASSETS</b>			
<b>Composition of Estimated Net Current Asset Position</b>			
<b>CURRENT ASSETS</b>			
Cash - Unrestricted	2,123,692	2,123,693	2,655,627
Cash - Restricted Unspent Grants	0	0	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	1,458,563	1,458,563	1,161,496
Rates Outstanding	123,891	123,891	235,349
Sundry Debtors	39,248	39,248	161,088
Provision for Doubtful Debts	(7,221)	(815)	(815)
Gst Receivable	55,702	55,702	88,106
Accrued Income/Payments In Advance	(3,671)	(3,375)	(8,799)
Loans - Clubs/Institutions	0	0	0
Inventories	14,385	14,385	24,883
	<u>3,804,590</u>	<u>3,811,292</u>	<u>4,316,935</u>
<b>LESS: CURRENT LIABILITIES</b>			
Sundry Creditors	(293,645)	(293,645)	(862,317)
Accrued Interest On Loans	(7,066)	(7,066)	0
Accrued Salaries & Wages	(54,010)	(54,010)	533
Contract Liabilities	(674)	(5,129)	(5,129)
Gst Payable	(29,841)	(29,841)	(17,067)
Payroll Creditors	(30,068)	(30,068)	(64,033)
Accrued Expenses	(3,291)	(5,000)	0
FBT Liability	0	(8,825)	0
Bonds and Deposits	0	(10,625)	1,236
Current Employee Benefits Provision	(224,612)	(249,325)	(249,325)
Current Loan Liability	0	(44,720)	(22,573)
	<u>(643,208)</u>	<u>(738,254)</u>	<u>(1,218,675)</u>
<b>NET CURRENT ASSET POSITION</b>	<b>3,161,382</b>	<b>3,073,038</b>	<b>3,098,260</b>
Less: Cash - Reserves - Restricted	(1,458,563)	(1,458,563)	(1,161,496)
Less: Cash - Unspent Grants - Restricted	0	0	0
Add Back : Component of Leave Liability not Required to be Funded	99,615	99,615	99,815
Add Back : Current Loan Liability	0	44,720	22,573
Adjustment for Trust Transactions Within Muni	(6,884)	10,625	(1,298)
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWD</b>	<u><b>1,795,548</b></u>	<u><b>1,769,435</b></u>	<u><b>2,057,854</b></u>



# Shire of Mt Marshall

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

For the Period 1 July 2020 to 30 November 2020

### 6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2020/21 Rate Revenue \$	2020/21 Interim Rates \$	2020/21 Back Rates \$	2020/21 Total Revenue \$	2020/21 Budget \$
<b>General Rate</b>								
GRV		106	569,520	75,933			75,933	75,933
UV		311	74,587,587	1,368,682			1,368,682	1,368,682
Mining		1	47,718	876			876	876
<b>Sub-Totals</b>		418	75,204,825	1,445,491	0	0	1,445,491	1,445,491
<b>Minimum Rates</b>	<b>Minimum \$</b>							
GRV	416	38	28,033	15,808			15,808	15,808
UV	416	24	164,160	9,984			9,984	9,984
Mining	416	11	45,907	4,576			4,576	4,576
<b>Sub-Totals</b>		73	238,100	30,368	0	0	30,368	30,368
Discounts							1,475,859	1,475,859
<b>Total Amount of General Rates</b>							(54,098)	(53,300)
Movement in Excess Rates							1,421,761	1,422,559
Ex Gratia Rates							0	0
Specified Area Rates							16,772	17,200
Rates Written off							37,669	35,449
							(1,391)	(700)
<b>Total Rates</b>							1,474,810	1,474,508

All land except exempt land in the Shire of Mt Marshall is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

## Shire of Mt Marshall

### Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2020 to 30 November 2020

#### 7. TRUST FUNDS

Funds held at balance date over which the Municipality has no control and which are not included in this statement are as follows:

Detail	Balance 01-Jul-20 \$	Amounts Received \$	Amounts Paid (\$)	November 2020 Balance \$
Police Licensing	0	47,276	(46,336)	940
Aged Care Beautification	829	0	0	829
Unclaimed Monies	1,240	0	0	1,240
Nomination Deposits	0	0	0	0
Tree Planting Nursery	1,000	0	0	1,000
Sundry Creditors	0	0	0	0
Housing Bonds	11,800	0	(2,120)	9,680
Staff Social Club	2,114	0	(1,069)	1,045
Portable Toilet Bonds	0	0	0	0
Deposit on Land	0	0	0	0
Rehabilitation Bonds	10,700	150	(30)	10,820
	27,683	47,488	(49,555)	25,616

# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2020 to 30 November 2020

### 8. OPERATING STATEMENT

	November 2020 Actual \$	2020/21 Adopted Budget \$	2019/20 Actual \$
<b>OPERATING REVENUES</b>			
Governance	19,718	34,299	43,566
General Purpose Funding	2,032,670	2,691,947	4,092,306
Law, Order, Public Safety	10,416	34,845	50,448
Health	45,200	200,740	175,945
Education and Welfare	53,948	106,194	101,529
Housing	62,768	123,800	127,006
Community Amenities	97,241	166,419	148,362
Recreation and Culture	282,649	716,089	413,908
Transport	819,209	1,344,635	1,398,759
Economic Services	117,625	194,225	187,976
Other Property and Services	30,917	51,900	66,606
<b>TOTAL OPERATING REVENUE</b>	<b>3,572,361</b>	<b>5,665,094</b>	<b>6,806,410</b>
<b>OPERATING EXPENSES</b>			
Governance	202,379	419,832	349,496
General Purpose Funding	27,176	79,901	76,415
Law, Order, Public Safety	87,301	191,912	186,204
Health	92,337	329,206	321,026
Education and Welfare	125,460	369,373	300,867
Housing	130,098	289,845	257,450
Community Amenities	113,265	320,200	267,793
Recreation & Culture	451,358	1,250,849	1,116,081
Transport	1,239,864	2,828,152	2,824,040
Economic Services	213,393	497,137	455,585
Other Property and Services	74,321	20,570	40,941
<b>TOTAL OPERATING EXPENSE</b>	<b>2,756,952</b>	<b>6,596,977</b>	<b>6,195,899</b>
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATIONS</b>	<b>815,409</b>	<b>(931,883)</b>	<b>610,512</b>

# Shire of Mt Marshall

## Notes to and forming part of the Statement of Financial Activity

For the Period 1 July 2020 to 30 November 2020

### 9. BALANCE SHEET

	November 2020 Actual \$	2019/20 Actual \$
<b>CURRENT ASSETS</b>		
Cash and Cash Equivalents	3,817,123	3,582,256
Trade and Other Receivables	479,735	224,174
Inventories	24,883	14,385
<b>TOTAL CURRENT ASSETS</b>	<b>4,321,741</b>	<b>3,820,815</b>
<b>NON-CURRENT ASSETS</b>		
Other Receivables	286,289	286,289
Inventories	0	0
Property, Plant and Equipment	20,380,266	19,480,670
Infrastructure	90,131,365	90,217,919
ROU Assets	140,873	148,099
Work in Progress	0	0
<b>TOTAL NON-CURRENT ASSETS</b>	<b>110,938,793</b>	<b>110,132,977</b>
<b>TOTAL ASSETS</b>	<b>115,260,534</b>	<b>113,953,792</b>
<b>CURRENT LIABILITIES</b>		
Trade and Other Payables	948,013	433,585
Bonds and Deposits	(1,236)	10,625
Long Term Borrowings	22,573	44,720
Lease Liabilities	9,520	10,533
Provisions	254,578	254,578
<b>TOTAL CURRENT LIABILITIES</b>	<b>1,233,448</b>	<b>754,041</b>
<b>NON-CURRENT LIABILITIES</b>		
Trade and Other Payables	0	0
Long Term Borrowings	1,004,811	1,004,811
Lease Liabilities	87,021	87,021
Provisions	85,398	85,398
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>1,177,230</b>	<b>1,177,230</b>
<b>TOTAL LIABILITIES</b>	<b>2,410,678</b>	<b>1,931,271</b>
<b>NET ASSETS</b>	<b>112,849,856</b>	<b>112,022,521</b>
<b>EQUITY</b>		
Trust Imbalance	1,298	(10,625)
Retained Surplus	83,267,019	82,154,540
Reserves - Cash Backed	1,161,496	1,458,563
Revaluation Surplus	28,420,043	28,420,043
<b>TOTAL EQUITY</b>	<b>112,849,856</b>	<b>112,022,521</b>

## Shire of Mt Marshall

For the Period 1 July 2020 to 30 November 2020

### Report on Significant Variances (greater than 10% and \$5,000)

#### Purpose

The purpose of the Monthly Variance Report is to highlight circumstances where there is a major variance from the YTD Monthly Budget and YTD Actual figures. These variances can occur because of a change in timing of the activity, circumstances change (e.g. grants were budgeted for but not received) or changes to the original budget projections. The Report is designed to highlight these issues and explain the reason for the variance.

#### The Materiality variances adopted by Council are:

Actual Variance to YTD Budget up to 5%:	Don't Report
Actual Variance exceeding 10% of YTD Budget	Use Management Discretion
Actual Variance exceeding 10% of YTD Budget and a value greater than \$5,000:	Must Report

**Shire of Mt Marshall**  
**Report on Significant Variances - Operating Income & Expenditure**  
**For the Period 1 July 2020 to 30 November 2020**

	30 November 2020 YTD	30 November 2020 YTD	Budget to Actual YTD	Budget to Actual YTD	Components of Variance	
	Actual	Budget		Favourable/ (Unfavourable)	Favourable/ (Unfavourable)	
	\$	\$	%	\$	\$	
<b>Revenues/Sources</b>						
Governance	19,718	14,280	38%	5,438	3,918	Refund of overpaid super
					1,520	Minor Items
General Purpose Funding	610,910	657,912	(7%)	(47,002)	(20,599)	FAGS under budget
					(23,995)	Back Rates for 19/20
					(2,408)	Minor Items
Law, Order, Public Safety	10,416	17,207	(39%)	(6,791)	(8,086)	DFES ESL Grant timing
					1,295	Minor Items
Health	45,200	83,635	0%	(38,435)	(38,605)	NEW Health income under budget. Offset by expenditure.
					170	Minor Items
Education and Welfare	53,948	47,677	13%	6,271	4,611	Little Bees income over budget
					1,660	Minor Items
Housing	62,768	51,575	22%	11,193	6,335	Staff housing rental income over budget, due to change in method of recording to show subsidy
					4,775	Community Housing Reimbursements - CEACA
					83	50% contribution to dividing fences
						Minor Items
Community Amenities	97,241	132,180	(26%)	(34,939)	(19,065)	Bin charges under budget due to removal of Shire properties
					(14,860)	State NRM Grant under budget - timing
					(1,014)	Minor Items
Recreation and Culture	282,649	247,450	14%	35,199	24,092	Recreation Grant funding - timing
					(6,966)	Reimbursements Sporting Facilities under budget - timing
					(19,807)	LR & CIP Funding Swimming Pool - timing
					36,932	LR & CIP Funding P & G - timing
					949	Minor Items
Transport	819,209	727,796	13%	91,413	(10,415)	Beacon Airstrip Grant under budget - timing
					(6,626)	MRWA Direct Grant - timing
					153,545	Asset/plant disposals still to be processed
					(45,857)	R2R Grant - timing
					766	Minor Items
Economic Services	117,625	79,350	48%	38,275	6,126	Beacon Cabins over budget
					17,047	Beacon Workers camp over budget
					11,106	Beacon Caravan Park over budget
					(4,875)	Bencubbin Short Term Accommodation units - timing. Not being charged out until end of stay (pool contractors)
					4,232	Bencubbin Caravan Park over budget
					8,745	Bencubbin Cabins over budget
					(4,106)	Minor Items
Other Property and Services	30,917	21,620	43%	9,297	11,711	Workers Comp Reimbursement - offset by expenditure
					(2,414)	Minor Items
<b>Total Revenues excl Rates</b>	<b>2,150,602</b>	<b>2,080,682</b>	<b>3%</b>	<b>69,921</b>		
<b>Amount Raised from Rates</b>	<b>1,421,760</b>	<b>1,421,761</b>	<b>(0%)</b>	<b>(01)</b>	<b>(01)</b>	<b>Rounding</b>
					-	Minor Items

**Shire of Mt Marshall**  
**Report on Significant Variances - Operating Income & Expenditure**  
**For the Period 1 July 2020 to 30 November 2020**

	30 November 2020 YTD	Budget to Actual YTD	Budget to Actual YTD	Components of Variance	
	Actual \$	Budget \$	%	Favourable/ (Unfavourable) \$	Favourable/ (Unfavourable) \$
<b>(Expenses)/(Applications)</b>					
Governance	(202,379)	(281,270)	28%	78,891	12,642 Admin consultants under budget 5,909 Computer Support under budget 4,873 Council Conference Exp under budget 3,289 Subscriptions under budget 4,165 Records Management under budget 5,076 Legal Expenses under budget Admin FBT under budget - timing, adjusted after return is completed 5,142 Computer Equipment Mtc under budget 6,045 Elected member training under budget 2,380 3,330 Removal and recruitment expenses under budget Audit Fees under budget - timing, audit not yet complete 24,226 1,814 <i>Minor Items</i>
General Purpose Funding	(27,176)	(33,285)	18%	6,109	4,165 Rates Debt Collection under budget - offset by income 1,944 <i>Minor Items</i>
Law, Order, Public Safety	(87,301)	(86,007)	(2%)	(1,294)	(1,294) <i>Minor Items</i>
Health	(92,337)	(131,579)	30%	39,242	22,112 NEW Health under budget 14,526 Medical Practice under budget 2,605 <i>Minor Items</i>
Education and Welfare	(125,460)	(170,132)	26%	44,672	4,273 Masonic Lodge under budget - ownership/management being investigated 12,944 CDO Salary/Super under budget 3,988 Aged Care Units under budget 19,098 Little Bees under budget 4,370 <i>Minor Items</i>
Housing	(130,098)	(124,727)	(4%)	(5,371)	(4,290) Depreciation over budget (1,081) <i>Minor Items</i>
Community Amenities	(113,265)	(138,910)	18%	25,645	6,757 Cemeteries under budget 23,532 Landcare under budget (4,643) <i>Minor Items</i>
Recreation & Culture	(451,358)	(527,817)	14%	76,459	17,372 Recreation Grounds under budget Swimming Pool operations under budget. Pool not yet open. 13,742 2,372 Halls under budget 5,598 Other Recreation under budget 22,266 Parks and gardens under budget 13,136 Ag Society under budget 1,973 <i>Minor Items</i>
Transport	(1,239,864)	(1,212,855)	(2%)	(27,009)	(51,157) Depreciation over budget 24,728 Town Streets under budget 2,743 Road Mtc over budget (3,323) <i>Minor Items</i>
Economic Services	(213,393)	(232,579)	8%	19,186	16,665 Economic Development Fund under budget Tourism and Area Promotion over budget, offset by additional accommodation income (14,131) 13,997 Sandalwood Shops under budget 2,655 <i>Minor Items</i>
Other Property and Services	(74,321)	(41,790)	(78%)	(32,531)	11,711 Workers Comp Exp - offset by income 23,043 Fuel and Oils under budget (65,631) Public Works Overheads over budget - timing (1,655) <i>Minor Items</i>
<b>Total Expenses/Applications</b>	<b>(2,756,952)</b>	<b>(2,980,951)</b>	<b>(6%)</b>	<b>48,980</b>	

**Shire of Mt Marshall**  
**Capital Expenditure Report on Significant Variances**  
**For the Period 1 July 2020 to 30 November 2020**

	Full Year Budget	30 November 2020 YTD Actual	30 November 2020 YTD Budget	Budget to Actual YTD %	Budget to Actual YTD Favourable/ (Unfavourable)	Commentary
	\$	\$	\$	%	\$	
<b>Capital Expenditure</b>						
<b>Governance</b>						
Purchase Vehicle - Admin	133,000	-	-	0%	-	
<b>Health</b>						
New Health Purchase Of Motor Vehicle	45,000	-	18,750	100%	18,750	New contract being negotiated. Vehicle purchase subject to change.
Beacon Silver Chain House	25,000	-	10,415	100%	10,415	Timing
<b>Education &amp; Welfare</b>						
Unit 3	8,000	10,529	8,000	(32%)	(2,529)	
<b>Housing</b>						
Land & Buildings - Staff Housing	503,000	8,788	209,575	96%	200,787	Timing
Land & Buildings	51,000	-	21,245	100%	21,245	Timing
<b>Community Amenities</b>						
Land & Buildings - Community Amenities	61,000	8,471	25,415	67%	16,944	Timing
<b>Recreation &amp; Culture</b>						
Land & Buildings - Halls & Civic Centres	68,500	16,017	28,540	44%	12,523	Timing
Sturt Pea House Improvements	20,000	-	8,330	100%	8,330	Timing
Land & Buildings - Swimming Pool	1,130,996	701,695	1,130,996	38%	429,301	Timing
Parks & Recreation Capital Expenditure	190,000	10,411	79,165	87%	68,754	Timing
Bencubbin Rec Complex	438,200	187,394	182,560	(3%)	(4,834)	Timing
<b>Transport</b>						
Road Construction	1,752,211	765,237	729,905	(5%)	(35,332)	Timing
Footpath Construction	20,000	-	8,330	100%	8,330	Timing
Plant Purchases	600,000	253,700	250,000	(1%)	(3,700)	Timing
Beacon Airstrip Upgrade	25,000	-	10,415	100%	10,415	Timing
Motor Vehicle Purchases	85,000	93,891	35,415	100%	(58,476)	Timing
<b>Economic Services</b>						
Bencubbin CRC	27,000	-	11,245	0%	11,245	Timing
Bencubbin Workers Camp - Capital Expenditure	7,000	-	2,915	100%	2,915	Timing
Beacon Workers Camp - Capital Expenditure	45,000	5,232	18,750	100%	13,518	Timing
<b>Other Property &amp; Services</b>						
Depot Shed	54,000	-	22,500	100%	22,500	Timing
<b>Total Capital Expenditure</b>	<b>5,288,907</b>	<b>2,061,365</b>	<b>2,812,466</b>	<b>27%</b>	<b>751,101</b>	